

Level 4 Award in Learning and Development



Overview

This course is for learners who work or want to work as Learning and Development Officers, Training Managers, Tutors, Trainers, Assessors or Internal Quality Assurers within the Railway Industry.

Booking Your Award

To book a Level 4 Award in Learning and Development training course or to enquire for further information, please contact bookings@assesstech.com, where a member of the **AssesTech** team will be happy to assist.

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Pre-requisites

Must have already acquired the following:

- Level 3 Award in Learning and Development (or suitable Level 3 Award)

What's covered in the Course

This qualification allows learners to learn, develop and practise the skills required for employment and/or career progression as Learning and Development Officers, Training Managers, Tutors, Trainers, Assessors or Internal Quality Assurers within the Railway Industry, equipping learners with the skills to:

- Identify training and development needs of learner
- Plan for, design and develop learning and development opportunities
- Provide high quality learning opportunities
- Facilitate and support learner progress and achievements
- Assess learner performance
- Review and evaluate the effectiveness of learner opportunities
- Understand the management of learning
- Contribute to the quality assurance process

Qualification

The course will result in the following qualification from **City & Guilds**, providing candidates successfully complete all work:

- Level 4 Award in Learning and Development

Units

The Award is made up of the following units:

Mandatory (Group A) - Learners must achieve all 6 credits

- **Unit 002** - Principles, theories and practices of learning and development (6 credits)

Optional (Group B) - Learners must achieve at least 6 credits

- **Unit 003** - Identify the learning needs of organisations (6 credits)
- **Unit 005** - Develop learning and development programmes (6 credits)
- **Unit 013** - Evaluate and improve learning and development provision (6 credits)
- **Unit 024** - Provide leadership and direction for own area of responsibility (5 credits)
- **Unit 027** - Plan, allocate and monitor work in own area of responsibility (5 credits)

- **Unit 031** - Manage the achievement of customer satisfaction (5 credits)

Total: minimum of 12 credits

Course Delivery

Candidates work towards a **City & Guilds** Level 4 Award in Learning and Development, as part of which they are provided:

- Classroom Training (two-day course with additional days designed to meet module requirements)
- Account on **AssessBook** (**AssessTech**'s online Learning Management System in which candidates submit evidence and other work for their qualifications)
- Registration with **City & Guilds**
- Certificate upon completion